

North West Scarborough Local Immigration Partnership

Working Committee #5: Settlement & Legal Support - Minutes

Date: April 21th 2011

Location: Newcomers' Centre (ISAP) 1911 Kennedy Rd., Unit 105

Attendees: Wael Homaidian(Arab Community Centre of Toronto), Alice Mui (Carefirst), Yvonne Ma (Chinese Family Services of Toronto), Mei Tin Lee (Centre for Information and Community Services), Jing He (Community Resident), Gary Gomez (Toronto Police Services), Frank Chu (Toronto District School Board), Mani Mahadeva (NWS LIP), Rezwan Karim (NWS LIP), Michelle Davis (NWS LIP)

Purpose of the Meeting

1. Select a member for Management Committee
2. Review areas of action for the for Year 1 and identify activities to be accomplished in first quarter
3. Assign responsibilities and develop specific timelines

Introduction and objective of the meeting

- Mani breaks down the Working Committee structure going forward in the Implementation phase
- Presents the work plan for WC #5 for April 2011 to March 2012

Select a lead

- Members elect and nominate a chair
- Mani explains the chairperson's position to represent in the Management Committee
- Frank will do the first meeting, Alice for the following two and Mei Tin will represent the last 3 months as the Management Committee representative for WC #5

Review the activities to be undertaken by the Committee

- Mani asks participants to review the WC #5 Work Plan

Develop specific timeline and responsibilities

- (Refer to WC #5 Work Plan)

Select activities and set milestone for each activity of the first quarter

- (Refer to WC #5 Work Plan)

Any other matters

Confirmed WC #5 meetings: June 29th 2011, August 25th 2011, October 27th 2011, January 26th 2012, (all meetings will be from 2:30pm – 4:30pm, with locations TBA)